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Chinnavedampatti, Coimbatore - 641 049

Website: www.cmscollege.edu.in | E-mail: info@cmscollege.edu.in | Phone: 0422 - 2666465, +91 - 73589 73922 (Affiliated to Bharathiar University, Coimbatore, approved by AICTE, New Delhi Re-accredited with 'A+' Grade by NAAC (3rd Cycle) | STAR College Under DBT, Ministry of S&T, Govt.of India 'College with Potential for Excellence' Conferred by UGC, New Delhi)

INTERNAL QUALITY ASSURANCE CELL MINUTES OF THE MEETING

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21.09.2022

SIGNATURE

The IQAC meeting was conducted at 9.00 am @ Conference Hall. The following members of IQAC attended the meeting.

1	School	of Biological	Science

Microbiology

S.No. DEPT/SCHOOL

Bio Technology

Bio Chemistry

- 2. Business Administration
- 3. Catering Science
- 4. Commerce (UG)
- 5. Commerce (CA)
- 6. Commerce (PA & AF)
- 7. Computer Applications
- 8. Computer Science
- 9. English
- 10. Information Technology
- 11. Electronics
- 12.Languages
- 13. Mathematics
- 14. Physical Education
- 15. Social Work & Criminology

Dr. Priscilla Helen Christy

Dr. M. Sathya,

Dr. Subha Chelliappan

Mr. K. L Gowrishankar .

Ms. M. Esther Jansi

Dr. V. Punitha

Dr. D. Thuthi Sarabai Ok

Ms. R. Sunitha ,

Ms. R. Revathy

Ms. M. Rose Margaret

Dr. G. Mahesh

Dr. V. Shoba

Dr. S. Uma Maheswari

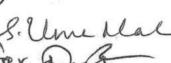
Dr. K. Senthil Kumar

Ms. R. Kumutha

Dr. V. Geetha.

COORDINATORS

Dr. D. Kiruthika for 8-04





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The following points were discussed in the meeting.

- 1. The roles and responsibilities of IQAC is discussed.
- Discussion was carried out to conduct PDP and FDP for students and staffs 2. respectively.
- 3. Departments are informed about AQAR report consolidation for 2021-2022.

C.M.S. College of Science & Commerce Chinnavedampatti,

Coimbatore - 641 049



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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

23.09.2022

The IQAC meeting was conducted at 3.00 pm @ Conference hall. The following members of IOAC attended the meeting.

S.No. DEPT / SCHOOL

COORDINATORS

SIGNATURE

1. School of Biological Science

Microbiology

Bio Technology

Bio Chemistry

2. Business Administration

3. Catering Science

4. Commerce (UG)

5. Commerce (CA)

6. Commerce (PA & AF)

7. Computer Applications

8. Computer Science

9. English

10. Information Technology

11. Electronics

12.Languages

13. Mathematics

14. Physical Education

15. Social Work & Criminology

Dr. V. Geetha,

Dr. D. Kiruthika For S. G.

Ms. M. Esther Jansi

Dr. V. Punitha

Dr. D. Thuthi Sarabai

Ms. R. Sunitha

Ms. R. Revathy

Ms. M. Rose Margaret

Dr. G. Mahesh

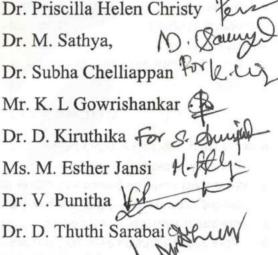
Dr. V. Shoba

Dr. S. Uma Maheswari

Dr. K. Senthil Kumar

Ms. R. Kumutha &

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The following points were discussed in the meeting.

- 1. The IQAC informed to all Coordinators to have more MoUs with Industries in order to create more career opportunities.
- 2. Discussion was carried out to conduct an online/offline seminar and workshop.
- 3. AQAR report for criterion wise input consolidation.

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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

14.10.2022

The IQAC meeting was conducted at 3.00 pm @ Conference hall. The following members of IQAC attended the meeting.

IQAC attended the meeting.	to par a conference name the following members (
S.No. DEPT / SCHOOL	COORDINATORS SIGNATURE
1. School of Biological Science	as l
Microbiology	Dr. V. Geetha,
Bio Technology	Dr. Priscilla Helen Christy
Bio Chemistry	Dr. M. Sathya, D. January .
2. Business Administration	Dr. Subha Chelliappan For L. W.
3. Catering Science	Mr. K. L Gowrishankar
4. Commerce (UG)	Dr. D. Kiruthika For S. duyin
5. Commerce (CA)	Ms. M. Esther Jansi Harry
6. Commerce (PA & AF)	Dr. V. Punitha
7. Computer Applications	Dr. D. Thuthi Sarabai
8. Computer Science	Ms. R. Sunitha
9. English	Ms. R. Revathy
10. Information Technology	Ms. M. Rose Margaret Lake
11. Electronics	Dr. G. Mahesh
12.Languages	Dr. V. Shoba
13. Mathematics	Dr. S. Uma Maheswari L. Umallat.
14.Physical Education	Dr. K. Senthil Kumar for for

15. Social Work & Criminology

Colmbatore

Ms. R. Kumutha dur



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The following points were discussed in the meeting.

- 1. The audits are asked to submit the report.
- 2. Discussion was carried out to conduct an FDP.

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15. Social Work & Criminology

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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

04.11.2022

The IQAC meeting was conducted at 12.0 of IQAC attended the meeting.	00 pm @ Conference hall. The following members
S.No. DEPT / SCHOOL	COORDINATORS SIGNATURE
1. School of Biological Science	7/1
Microbiology	Dr. V. Geetha,
Bio Technology	Dr. Priscilla Helen Christy
Bio Chemistry	Dr. M. Sathya, D. Daniel
2. Business Administration	Dr. Subha Chelliappan For Yung
3. Catering Science	Mr. K. L Gowrishankar
4. Commerce (UG)	Dr. D. Kiruthika For & - Quijal
5. Commerce (CA)	Ms. M. Esther Jansi W. H.
6. Commerce (PA & AF)	Dr. V. Punitha
7. Computer Applications	Dr. D. Thuthi Sarabai Whilly
8. Computer Science	Ms. R. Sunitha Line
9. English	Ms. R. Revathy
10. Information Technology	Ms. M. Rose Margaret for Boll
11. Electronics	Dr. G. Mahesh
12.Languages	Dr. V. Shoba
13. Mathematics	Dr. S. Uma Maheswari S. Ume Mali.
14.Physical Education	Dr. K. Senthil Kumar for Agus

Ms. R. Kumutha Burn



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The following points were discussed in the meeting.

- 1. Criteria wise file to be maintained.
- 2. Certificate course for the students to be finalized.
- 3. Discuss about pre audit and final audit scheduled.

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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

06.12.2022

The IQAC meeting was conducted at 1.30 pm @ Conference hall. The following members of IOAC attended the meeting

IQAC attended the meeting.	
S.No. DEPT / SCHOOL	COORDINATORS SIGNATURE
1. School of Biological Science	
Microbiology	Dr. V. Geetha,
Bio Technology	Dr. Priscilla Helen Christy
Bio Chemistry	Dr. M. Sathya, M. January
2. Business Administration	Dr. Subha Chelliappan Por Kung
3. Catering Science	Mr. K. L Gowrishankar
4. Commerce (UG)	Dr. D. Kiruthika For S- Jujul
5. Commerce (CA)	Ms. M. Esther Jansi Hally
6. Commerce (PA & AF)	Dr. V. Punitha
7. Computer Applications	Dr. D. Thuthi Sarabai
8. Computer Science	Ms. R. Sunitha Link
9. English	Ms. R. Revathy Leey
10. Information Technology	Ms. M. Rose Margaret Low Ball
11. Electronics	Dr. G. Mahesh
12.Languages	Dr. V. Shoba
13. Mathematics	Dr. S. Uma Maheswari S. Uma Mal.
14.Physical Education	Dr. K. Senthil Kumar for for
15. Social Work & Criminology	Ms. R. Kumutha

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The following points were discussed in the meeting.

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- 1. The schedule for auditing is discussed and finalized. The information is communicated to all the departments.
- 2. The auditors are instructed to adhere to the audit schedule.
- 3. The pre auditing audit observation sheet is distributed to all coordinators.
- 4. The audits are asked to conduct the audit between 08.12.2022 to 12.12.2022.
- IQAC Plan to conduct a Seminar on Documentation on Revised NACC Methodologies on 19.12.2022.

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INTERNAL QUALITY ASSURANCE CELL

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MINUTES OF THE MEETING

16.12.2022

The IQAC meeting was conducted at 1.30 pm @ Conference hall. The following members of IQAC attended the meeting.

S.No. DEPT / SCHOOL

COORDINATORS

SIGNATURE

1. School of Biological Science

Microbiology

Bio Technology

Bio Chemistry

2. Business Administration

3. Catering Science

4. Commerce (UG)

5. Commerce (CA)

6. Commerce (PA & AF)

7. Computer Applications

8. Computer Science

9. English

10. Information Technology

11. Electronics

12.Languages

13. Mathematics

14. Physical Education

15. Social Work & Criminology

Dr. V. Geetha,

Dr. Priscilla Helen Christy

Dr. M. Sathya,

Dr. Subha Chelliappan

Mr. K. L Gowrishankar

Dr D Kiruthika

Ms. M. Esther Jansi

Dr. V. Punitha

Dr. D. Thuthi Sarabai

Ms. R. Sunitha

Ms. R. Revathy

Ms. M. Rose Margaret

Dr. G. Mahesh

Dr. V. Shoba

Dr. S. Uma Maheswari

Dr. K. Senthil Kumar

Ms. R. Kumutha





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The following points were discussed in the meeting.

- 1. The auditors are instructed to adhere to the audit schedule.
- Different committees to be planned for the IQAC Seminar on Documentation on Revised NACC Methodologies on 19.12.2022.

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INTERNAL QUALITY ASSURANCE CELL MINUTES OF THE MEETING

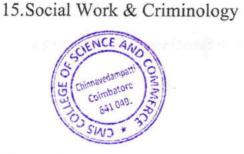
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18.01.2023

The IQAC meeting was conducted at 3.00 apm @ Conference Hall. The following members of IOAC attended the meeting.

of IQAC attended the meeting.	oo apin (c) Conference Han. The following memor
S.No. DEPT / SCHOOL	COORDINATORS SIGNATURE
1. School of Biological Science	0
Microbiology	Dr. V. Geetha,
Bio Technology	Dr. Priscilla Helen Christy
Bio Chemistry	Dr. M. Sathya, Maury
2. Business Administration	Dr. Subha Chelliappan
3. Catering Science	Mr. K. L Gowrishankar
4. Commerce (UG)	Dr. D. Kiruthika For 8- duyl
5. Commerce (CA)	Ms. M. Esther Jansi H
6. Commerce (PA & AF)	Dr. V. Punitha
7. Computer Applications	Dr. D. Thuthi Sarabai 85000W
8. Computer Science	Ms. R. Sunitha
9. English	Ms. R. Revathy Lucy
10. Information Technology	Ms. M. Rose Margaret
11. Electronics	Dr. G. Mahesh
12.Languages	Dr. V. Shoba
13. Mathematics	Dr. S. Uma Maheswari S. Uma Wal:
14.Physical Education	Dr. K. Senthil Kumar for

Ms. R. Kumutha Quim





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E

The following points were discussed in the meeting.

- 1. The roles and responsibilities of IQAC is discussed.
- IQAC Plan to conduct a workshop on Prioritization of Preparedness for NAAC Accreditation on 20.01.2023.
- 3. Various committees were discussed.

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INTERNAL QUALITY ASSURANCE CELL MINUTES OF THE MEETING

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07.03.2023

The IQAC meeting was conducted at 9.00 am @ Conference Hall. The following members of IQAC attended the meeting.

of IQAC attended the meeting.	
S.No. DEPT / SCHOOL	COORDINATORS SIGNATURE
16.School of Biological Science	1/1
Microbiology	Dr. V. Geetha,
Bio Technology	Dr. Priscilla Helen Christy
Bio Chemistry	Dr. M. Sathya,
17. Business Administration	Dr. Subha Chelliappan
18. Catering Science	Mr. K. L Gowrishankar
19.Commerce (UG)	Dr. D. Kiruthika For & June
20.Commerce (CA)	Ms. M. Esther Jansi M. A.
21.Commerce (PA & AF)	Dr. V. Punitha
22.Computer Applications	Dr. D. Thuthi Sarabai
23. Computer Science	Ms. R. Sunitha
24.English	Ms. R. Revathy Lugar
25. Information Technology	Ms. M. Rose Margaret
26. Electronics	Dr. G. Mahesh
27.Languages	Dr. V. Shoba
28. Mathematics	Dr. S. Uma Maheswari
29.Physical Education	Dr. K. Senthil Kumar

Ms. R. Kumutha



30. Social Work & Criminology



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'College with Potential for Excellence' Conferred by UGC, New Delhi)

E

The following points were discussed in the meeting.

- 4. The roles and responsibilities of IQAC is discussed.
- 5. Discussion was carried out to conduct offline/online seminar, PDP and FDP for students and staffs respectively.

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MINUTES OF THE MEETING

09.03.2022

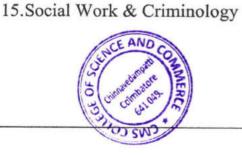
The IQAC meeting was conducted at 3.00 pm @ Conference hall. The following members of IQAC attended the meeting.

S.No. DEPT / SCHOOL COORDINATORS SIGNATURE 1. School of Biological Science Dr. V. Geetha, Microbiology Bio Technology Dr. Priscilla Helen Christy Bio Chemistry Dr. M. Sathya, 2. Business Administration Dr. Subha Chelliappan 3. Catering Science Mr. K. L Gowrishankar 4. Commerce (UG) Dr. D. Kiruthika For 5. Commerce (CA) Ms. M. Esther Jansi 6. Commerce (PA & AF) Dr. V. Punitha 7. Computer Applications Dr. D. Thuthi Sarabai 8. Computer Science Ms. R. Sunitha 9. English Ms. R. Revathy 10. Information Technology Ms. M. Rose Margaret 4 11. Electronics Dr. G. Mahesh 12.Languages Dr. V. Shoba

Dr. S. Uma Maheswari

Dr. K. Senthil Kumar

Ms. R. Kumutha Dem



13. Mathematics

14. Physical Education



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E

The following points were discussed in the meeting.

- 1. The formats to fill the data for AQAR 2021-22 were sent to the departments. The points were discussed and the departments are informed to fill the details.
- 2. Discussion were done about workshop on Data visualization.

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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

30.03.2023

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The IQAC meeting was conducted at 3.00 pm @ Conference hall. The following members of IQAC attended the meeting.

S.No. DEPT / SCHOOL

COORDINATORS

SIGNATURE

1. School of Biological Science

Microbiology

Bio Technology

Bio Chemistry

- 2. Business Administration
- 3. Catering Science
- 4. Commerce (UG)
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- 6. Commerce (PA & AF)
- 7. Computer Applications
- 8. Computer Science
- 9. English
- 10. Information Technology
- 11. Electronics
- 12.Languages
- 13. Mathematics
- 14. Physical Education
- 15. Social Work & Criminology

Dr. V. Geetha.

Dr. Priscilla Helen Christy

Dr. M. Sathya,

Dr. Subha Chelliappan

Mr. K. L Gowrishankar

Dr. D. Kiruthika For Ms. M. Esther Jansi

Dr. V. Punitha

Dr. D. Thuthi Sarabai

Ms. R. Sunitha

Ms. R. Revathy

Ms. M. Rose Margaret

Dr. G. Mahesh

Dr. V. Shoba

Dr. K. Senthil Kumar

Ms. R. Kumutha

Dr. S. Uma Maheswari



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The following points were discussed in the meeting.

- 1. Planned to conduct an FDP on Statistical Analysis using R.
- 2. Discussion were done to conduct PDP on India will Conquer the World.

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Chinnavedampatti, Coimbatore - 641 049 Website: www.cmscollege.edu.in | E-mail: info@cmscollege.edu.in | Phone: 0422 - 2666465, +91 - 73589 73922 (Affiliated to Bharathiar University, Coimbatore, approved by AICTE, New Delhi Re-accredited with 'A+' Grade by NAAC (3rd Cycle) | STAR College Under DBT, Ministry of S&T, Govt.of India

'College with Potential for Excellence' Conferred by UGC, New Delhi)

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

11.04.2023

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The IQAC meeting was conducted at 9.00 am @ Conference hall. The following members of

	AC attended the meeting.	and the conference man, The following members of
S.N	No. DEPT / SCHOOL	COORDINATORS SIGNATURE
	1. School of Biological Science	. 1
	Microbiology	Dr. V. Geetha,
	Bio Technology	Dr. Priscilla Helen Christy
	Bio Chemistry	Dr. M. Sathya, N. Saurige
	2. Business Administration	Dr. Subha Chelliappan for L
	3. Catering Science	Mr. K. L Gowrishankar
	4. Commerce (UG)	Dr. D. Kiruthika For July
	5. Commerce (CA)	Ms. M. Esther Jansi Hall
	6. Commerce (PA & AF)	Dr. V. Punitha
	7. Computer Applications	Dr. D. Thuthi Sarabai
	8. Computer Science	Ms. R. Sunitha
	9. English	Ms. R. Revathy
	10. Information Technology	Ms. M. Rose Margaret
	11. Electronics	Dr. G. Mahesh
	12.Languages	Dr. V. Shoba
	13. Mathematics	Dr. S. Uma Maheswari & Unge Mal.
	14.Physical Education	Dr. K. Senthil Kumar for Smiles

Ms. R. Kumutha

15. Social Work & Criminology



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E

The following points were discussed in the meeting.

- 1. Discussion was carried out to get minor/major projects from UGC, CRD was planned to conduct the seminar/webinar.
- 2. Criteria wise file to be maintained.

MB. Number

3. Discuss about pre audit and final audit scheduled.

ATTESTED

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INTERNAL QUALITY ASSURANCE CELL

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MINUTES OF THE MEETING

08.05.2023

The IQAC meeting was conducted at 1.30 pm @ Conference hall. The following members of IQAC attended the meeting.

S.	No.	D	EP	T/	S	CH	OOL	,

COORDINATORS

SIGNATURE

1. School of Biological Science

Microbiology

Bio Technology

Bio Chemistry

- 2. Business Administration
- 3. Catering Science
- 4. Commerce (UG)
- 5. Commerce (CA)
- 6. Commerce (PA & AF)
- 7. Computer Applications
- 8. Computer Science
- 9. English
- 10. Information Technology
- 11. Electronics
- 12.Languages
- 13. Mathematics
- 14. Physical Education
- 15. Social Work & Criminology

Crimbatore

Dr. V. Geetha,

Dr. Priscilla Helen Christy

Dr. M. Sathya,

Ms. Kavitha

Mr. K. L Gowrishankar

Dr. D. Kiruthika For S Ms. M. Esther Jansi

Dr. V. Punitha

Dr. D. Thuthi Sarabai

Ms. R. Sunitha Ms. R. Revathy

Ms. M. Rose Margaret

Dr. G. Mahesh

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E

The following points were discussed in the meeting.

- 1. The schedule for auditing is discussed and finalized. The information is communicated to all the departments.
- 2. The auditors are instructed to adhere to the audit schedule.
- 3. The audit observation sheet is distributed to all coordinators.
- 4. The audits are asked to submit the report by 15.05.2023.
- 5. The annexures are to be submitted during internal audit by the departments. Take necessary steps to submit the annexures at the end of the audit without fail.

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INTERNAL QUALITY ASSURANCE CELL

ACADEMIC YEAR 2022-23

ACTION TAKEN REPORT

S. No.	DATE	MINUTES	ACTON TAKEN	REMARKS
1.	21.09.2022	FDP and PDP to be conducted Criteria for AQAR	Necessary arrangements were discussed for online/off line FDP and PDP. AQAR report consolidation for	Completed
2.	23.09.2022	MoUs with industries Online/offline Seminar and workshop AQAR Format	Planned to tie up with Industries. Workshop on "Cyber Security and Hacking" was conducted on 29/09/2022 by Department of Information Technology. School of commerce conducted FDP on 06/10/2022 to 07/10/2022 Formats for AQAR done in Google sheets and shared with Departments filling.	Completed
3.	14.10.2022	Annexures Plan to conduct an FDP	Need to consolidate the annexures submitted by departments. CRD conducted Essential Statistical Tools for Research on 29/10/2022	Completed
4.	04.11.2022	AQAR - Criteria Wise Data Analysis Certificate course	Discussion was carried out. Certificate course for the students	Completed



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	18 / 1		to be finalized.	
		Pre audit and final audit	Discussion about pre audit and	
			final audit scheduled.	
5.	06.12.2022	Internal Audit	Internal audit schedule was given	Completed
			to the auditors and departments.	
			The audits are asked to conduct	
			the audit between 08.12.2022 to	
			12.12.2022.	
		IQAC Seminar	Plan to conduct a Seminar on	
		1Q/10 Sommu	Documentation on Revised NACC	
			Methodologies on 19.12.2022.	
6.	16.12.2022	Internal Audit	Auditors are instructed to adhere	Completed
		50.	to the audit schedule.	
		IQAC Seminar	Different committees to be	
			planned for Seminar on	
			19.12.2022.	
7.	18.01.2023	IQAC Workshop	IQAC Plan to conduct a workshop	Completed
			on Prioritization of Preparedness	
			for NAAC Accreditation on	
			20.01.2023.	
8.	07.03.2023	IQAC Auditors	Roles and responsibilities of IQAC	Completed
			is discussed.	
		Online/offline	Department of Electronics	
		Seminar and workshop	conducted an Workshop On & E-	
			Bike Dynamics and Estimation of	
			Motor Rating through google meet	
			on 09.03.2023.	
9.	09.03.2023	AQAR Data	Department were instructed to	Completed
			complete the data filling of AQAR	
			formats.	
	1	Workshop on Data	Department of Information	

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10.	30.03.2023	Visualization FDP on Statistical	Technology conducted Workshop on Data Visualization and Business Intelligence Using – Tableau Hands-on Session on 28.03.2023 School of Biological Sciences	Completed
		Analysis using R PDP on India will Conquer the World	conducted FDP on Statistical Analysis using R on 03.04.2023 Department of Electronics conducted a PDP on India will Conquer the World on 31.03.2023	
11.	11.04.2023	FDP on Funded Research Project Proposal Criteria wise File Internal Audit	Discussion was carried out to get minor/major projects from UGC, CRD was planned to conduct the seminar/webinar Criteria wise file to be maintained in the department. Discuss about pre audit and final audit scheduled. Discuss about	Completed
12.	08.05.2023	Internal Audit	pre audit and final audit scheduled. The audits are asked to conduct the audit between 11.05.2023 to 12.05.2023. Auditors are instructed to adhere to the audit schedule. Audits are asked to submit the report by 15.05.2023	Completed

Coimbatore

C Coordinater

ATTESTED

Principal

PRINCIPAL

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